

BOARD OF SELECTMEN

October 26, 2010

Minutes

The Board of Selectmen met on Tuesday, October 26, 2010 in the Town Hall Clark Room. Those present were Selectmen John D. Williams, Douglas A. G. Stevenson, William R. Tice, Jr., Peter Scavongelli, and John Gorecki. Town Administrator Timothy D. Goddard was also present.

Mr. Williams said tonight we have two meetings; the first meeting is the Carlisle Affordable Housing Trust, scheduled for 7:00 p.m. The Board of Selectmen meeting will follow at approximately 7:30 p.m.

The Board of Selectmen meeting was called to order at 7:45 p.m.

Town Administrator Report

Mr. Goddard said Lee Steppacher was present tonight from the Sudbury, Assabet and Concord Wild and Scenic River Stewardship Council (RSC). He said Ms Steppacher is the RSC Project Coordinator and she would like to talk to the Board about a Small Grants Program they support each year to support projects undertaken by town and local entities which help support our goals of protecting the rivers and their resources. Ms Steppacher said this year the Gleason Public Library will receive a grant to increase their collection of river related resources and to sponsor an evening speaker on river issues. Ms Steppacher gave a check to Mr. Goddard for the Gleason Public Library.

Mr. Goddard said he wanted to recommend to the Board the appointment of Allan Foote of Dracut, Massachusetts for the maintenance position that Peter Duffany will be retiring from after thirteen years of service. Mr. Goddard said Allan Foote has almost thirty years of experience in building maintenance. Mr. Stevenson asked that a proclamation be prepared for the Board's signatures in honor of Peter's many years of service.

On a motion made by Mr. Tice and seconded by Mr. Stevenson, it was unanimously **VOTED** to concur with the Town Administrator's recommendation to hire Allan Foote of Dracut, Massachusetts as Town Building Maintenance Custodian, effective November 2, 2010. On a motion made by Mr. Stevenson and seconded by Mr. Tice it was unanimously **VOTED** to recognize and thank Peter Duffany for his thirteen years of dedicated service to the Town of Carlisle.

Mr. Goddard said included in the Boards package tonight are the proposed Interlocal agreements to continue with the purchase of Advanced Life Support (ALS) services in association with thirteen other Central Middlesex Communities, Pro Ambulance and Emerson Hospital. He said each community is being asked to sign an identical agreement so substantive changes are not possible. Chief Flannery was present to answer questions from the Board. Mr. Stevenson thanked Chief Flannery for all of his work on this agreement. He asked the Chief if he was comfortable with the withdrawal language in the agreement. Chief Flannery said he was comfortable with the withdrawal language in the agreement however, he does not recommend withdrawing from the agreement. He said the quality of the care under this consortium has been elevated. His concerns have always been on the financial. Chief Flannery said we have not even gone a full year with

this agreement. Chief Flannery said there are some communities such as Wayland, Sudbury and Westford that have opted out of this consortium because they have other resources. The Town of Carlisle has no other option and this is what we should be doing.

Mr. Williams said one of our concerns was the response time. Chief Flannery said they are working on improving response time and by February we should see a great improvement.

On a motion made by Mr. Tice and seconded by Mr. Stevenson it was unanimously **VOTED** to approve the proposed Interlocal agreement for joint negotiation and purchases of Advanced Life Support (ALS) emergency medical services with the Central Middlesex Emergency Response Association (CMERA) as presented to become effective upon approval and dated October 15, 2010 (copy marked as final).

On a motion made by Mr. Tice and seconded by Mr. Gorecki, it was unanimously **VOTED** to recommend that the Fire Chief approve the proposed Emergency Medical Services Affiliation Agreement with Emerson Hospital as presented to become effective upon approval.

Mr. Goddard attached the FY10 liaison list for the Board to review. Mr. Williams asked the Board to revise the list according to the Goals, and any other items that are not covered will be discussed and dealt with later.

Mr. Goddard said a revised Housing Production Plan is in the Board's packet tonight. Mr. Williams said the changes were few. David Freedman from the Planning Board said some of the changes were recommended by DHCD. On a motion made by Mr. Gorecki and seconded by Mr. Stevenson it was unanimously **VOTED** to adopt the Town of Carlisle Housing Production Plan as amended and presented on October 26, 2010 and to transmit a certified copy of this vote to the Department of Housing and Community Development.

Mr. Goddard said the Conservation Commission is recommending the establishment of the Cranberry Bog House Repair Committee. He said the purpose of this Committee would be to oversee the necessary repairs to the Bog House. He said the cost for the repairs will be funded by CPA funds that were voted on at Town Meeting this past spring. The Conservation Commission made a recommendation to the Board of a list of members. Mr. Stevenson asked who will oversee the funds that will be expended on the project. Mr. Goddard said the Conservation Commission will have that responsibility. He also said he would be active in the project. On a motion made by Mr. Stevenson and seconded by Mr. Scavongelli it was unanimously **VOTED** to establish an ad hoc Cranberry Bog House Repair Building Committee to be overseen by the Carlisle Board of Selectmen, the purpose of said committee is to manage and oversee the repair of the Cranberry Bog House on Curve Street. Mr. Stevenson further moved to appoint the following as members: Warren Lyman, Debra Geltner, Alan Ankers and Larry Sorli.

Mr. Williams reminded residents to vote on Tuesday, November 2, 2010.

Community Input

John Ballantine was present to talk to the Board about housing in general. He passed out documents that basically re-iterated what the Board has discussed recently about the costs for the High School. John said Carlisle is much different than Concord, noting that they have more young people. John Ballantine pointed out that in Carlisle; we are going from 10% of people [in Town] over 60 to 20% of people over 60. John said in the recent Town survey there was much consideration given to housing needs, and he is aware that this was one of the Board's goals. He said we have to look at what is the moral thing to do but in the same light we will still have to preserve the ruralty of Carlisle

Building Commissioner – New Fee proposals

Building Commissioner, John Luther was present this evening to discuss the fee schedule of the inspection fees and permits [attached hereto]. He said basically he has removed a few items and changed some titles around for clarity purposes. John said no fees were increased. On a motion made by Mr. Tice and seconded by Mr. Scavongelli it was **VOTED** to approve the Town of Carlisle Electrical Permits 2010 submitted to the Board 10/26/10, including the items highlighted in green.

Curb Cut/Lot Access Permit

There was a discussion on Hanover Hills. John Luther said currently we do not have any rules or regulations relative to accessing building lots or developments without causing damage to access roadways. He said that what he would like to propose is that when someone is building a house on a lot, such as in the Hanover Hills development, at the same time they apply for a building permit, they take out a \$5,000 bond or deposit that amount in an account with the Town so there will be funds available for any damage to the public roadway during construction. He said he was only talking about public roads, not private roads. Mr. Luther said he was asking for the Board's guidance on this matter. In response to Mr. Williams, John Luther said he was referring to something similar to a \$5,000 insurance deposit for about a one year range. Mr. Scavongelli thought it was a good idea. Mr. Stevenson was looking for clarity, such as what type of projects would apply. Mr. Luther said the types of projects that would apply are new house or a major addition. Mr. Stevenson asked Mr. Luther to survey other Town and find out what they have done regarding this matter. John Luther said some other Towns have street opening permits. Planning Board chair David Freedman suggested instead of a requesting a bond, perhaps a lien could be placed on the property.

Energy Task Force

Dan Cook gave an update on the recent activities of the Energy Task Force. He said the Energy Task Force has been in operation for almost a year and they have performed energy audits on all of the Town buildings. Dan said the Police Station has gotten a new boiler and received rebates for same. The task force has also been busy in other areas. He said they passed the stretch code, with the idea of going forward with the Green Communities requirement for the Town of Carlisle. Their goal now is to become a green community so the Town can receive funds. The most important way to get there is to pass the stretch code, (which we have done), and then consider energy efficient vehicles, where practical and available. The next step is to set a baseline for the town and save 20% over that baseline, and finally work with the Planning Board on a local zoning bylaw / ordinance on solar paneling.

Mr. Tice asked if they had a long term plan for the Town Buildings. Dan Cook said they changed all the lighting in Town Hall. Mr. Tice also asked for a summary or a progress report of what is being done. Dan Cook said Helen will put that information on the website. John Luther spoke about some of the repairs and replacements that have been made. He said a company will be in Town Hall to look into the insulation in the attic to make sure there is a sufficient amount.

Mr. Williams asked if the committee will look into wind turbines again. Mr. Cook said he did not think that was a possibility.

Library Trustees

Library Director Angela Mollet spoke to the Board about the Long Range Plan for the Gleason Public Library. Angela explained how the information was gathered for the Long Range Plan. She said it was the result of eight (8) months of work, beginning with a Steering Committee, visioning exercises, staff meetings, and the survey. From there she said they focused on the question... 'where does the Library fall between a Community center and a Library' and they found that both of those roles people envision with the Gleason Public Library. They also discussed finances. Angela talked about their *action plan*. She said it is a 5 year plan. Angela said they rely on a lot is volunteerism and they also apply for grants.

Mr. Tice said there were a lot of good things in the Plan. Mr. Stevenson asked few questions about the number of users of the Library. Angela replied that many people from other communities use the Gleason Public Library. Angela was given the Check from SuAsCo (earlier in meeting).

Trustee Ann Rosas spoke to the Board about their new proposal for Sunday hours. She said the Library will be open starting on Sunday, November 7th. Ann said they did not have funding for Sunday, but Angela came up with the figures, and realized that in order to open the Library on Sunday it would cost \$300.00 for three (3) hours. She said the Trustees worked out a plan for the first Sunday, where the Trustees would pay \$100.00, the Friends of the Gleason Library another \$100.00 and they would ask the community to pay for the remaining \$100.00. She said they sent out letters to local businesses and they have already exceeded their goal. They can easily do twelve (12) Sundays. To that end, Ann Rosas said Sunday, November 7th will be the

first Sunday they will be open for 3 hour, from 2 p.m. to 5 p.m. She said they will also accept overdue books that day without charging fines.

Trustee Priscilla Stevens added that they are trying to schedule a program for each Sunday afternoon. She said by having these programs they were able to get 'Friends' and endowment funds. Priscilla said they have to be very careful how they use those funds because they can not be used for operation expenses.

Priscilla then gave the Board an update on the Library Restoration Project. She said it is almost done. She said they have been trying to gather the final documents from the construction company, but other than that there are a few tweaks that have to be fixed and it will be complete. In regard to costs, Priscilla said she was happy to report that they will be returning up to \$150,000 to the Community Preservation Committee.

Liaisons

Mr. Gorecki spoke about FinTeam meeting that was held this morning. He said the CCHS operating budget is 3% over last year.

Mr. Williams said he went on a tour of the Benfield Farm land with representatives from DHCD today. He said the Town is trying to attain funding from DHCD. He said he was impressed with the preparation of the DHCD representatives.

Mr. Williams said the CCHS Building Committee has scheduled a meeting on November 8th at the Carlisle Public School Cafeteria at 7 p.m. to review the Master Plan.

Mr. Tice said on Monday, November 8th, at 7 p.m. the Carlisle Cable Advisory Committee will have a meeting.

Minutes

On a motion made by Mr. Tice and seconded by Mr. Stevenson, it was unanimously **VOTED** to approve the Minutes to the Board of Selectmen meeting of September 28, 2010.

On a motion made by Mr. Tice and seconded by Mr. Stevenson it was unanimously **VOTED** to approve the Minutes to the Board of Selectmen meeting of October 12, 2010.

Executive Session

At 9:13 p.m. a motion was made by Mr. Gorecki to go into Executive Session for the purpose of discussing potential litigation, not to return to open session. The motion was seconded by Mr. Tice and the following roll call vote was taken: Williams – aye; Stevenson – aye; Tice – aye; Scavongelli – aye; and Gorecki – aye.

Respectfully submitted by Margaret deMare